

Minutes of the
Mid-Wisconsin Federated Library System
Board of Trustees Meeting
Tuesday, April 22, 2014

The regular meeting of the MWFLS Board of Trustees was called to order at 6:01 p.m. at Mid-Wisconsin Federated Library System, 112 Clinton Street, Horicon, Wisconsin. Jane Colwin, Chair called the meeting to order.

ROLL CALL

MEMBERS PRESENT: Jane Colwin, Polly Edgar, Geri Feucht, Gary Morgenstern, Dwayne Morris, Doug Rakowski, Ruth Schmitt, Sue Smith, Dan Stoffel, and William von Rohr.

MEMBERS ABSENT:

MEMBERS EXCUSED: Sarah Butts, Cindy Helt, and Audrey Wolter

MWFLS STAFF: Sue Cantrell, System Director; Dustin Foust, Library System Services Technician, Jackie Jacak, Business Manager.

GUESTS PRESENT: Amy Becker, Patrick Busch, Peg Checkai, Jennifer Einwalter, Heather Fischer, Mike Gelhausen, Candy Graulich, Alex Harvancik, and Roberta Olson.

Colwin entertained a motion to discuss both items A and D in section VII in one closed session. It was moved by Rakowski and seconded by Schmitt. Motion carried by voice vote.

PUBLIC COMMENT

Graulich, Director of Hustisford Public Library, conveyed concerns about the recent IT Support Policy and how it was presented with minimal input from the directors. She did, though, vote in favor of the policy to help expedite in getting the MWFLS IT department up to speed. She also expressed her concerns that going into the future she hopes MWFLS will continue to listen to the MWFLS directors and their concerns/issues.

MINUTES

The March 25, 2014 minutes stand approved as presented.

FINANCIAL REPORTS

A motion was made by Stoffel and seconded by Edgar to approve payment of March Computer Checks in the amount of \$117,277.12 and Manual Checks in the amount of \$1,819.48 and director requested reimbursement of \$171.92 for a total of \$119,268.52. Motion carried by roll call vote, all in favor.

OPERATIONS REPORT

Director's Report

- Cantrell contacted Patrick Bodden, Attorney from von Briesen Law Firm, in regard to the SkyRiver contract. MWFLS recently signed a three year subscription to lock in a lower price. Bodden informed Cantrell that even though it is a subscription, it is still considered binding. Bodden has requested the original contract paperwork to get specifics about early termination. As of the April meeting there was no further information
- Foust updated the MWFLS board in regard to the various ongoing IT projects. It was requested for future agendas, to add IT report under MWFLS Operations Reports.

Director's Council

- No further information was reported.

Joint Finance/Building & Grounds Committee Report

- No further information was provided.

IT Committee Report

- The IT Committee met prior to the April board meeting. The committee agreed to dissolve since it has accomplished its original task of separation of services from Lakeshores Library System.
- Morris questioned if the Automation Committee will then take the place of the IT Committee? When the time comes, an automation committee will be appointed consisting of librarians, MWFLS staff, and trustees.

UNFINISHED BUSINESS

Sale of MWFLS Property to Material Control Systems, Inc. and the SirsiDynix Quote and Master Agreement

It was moved by Rakowski and seconded by Smith to convene into closed session at 6:22 p.m. under Exemption 19.85 (1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." This is regarding the proposed sale of the MWFLS property to Material Control Systems, Inc. and the SirsiDynix Quote and Master Agreement. Motion carried by roll call vote, all in favor.

It was moved by Morris and seconded by Morgenstern to convene back into open session at 7:27 p.m. Motion carried by roll call vote, all in favor.

It was moved by Edgar and seconded by Morris shall the MWFLS board of trustees agree to sell land to Matcon Designer and Manufacturers of Returnable Packaging. Motion failed by roll call vote, 10 naves.

Stoffel requested the Secretary read the motion.

Jacak read the following motion:

Approve the five year SirsiDynix contract including year one migration cost. Stoffel moved to approve the motion as read, Morris seconded. Motion carried by roll call vote, all in favor.

Revised IT Services Policy

- Colwin reminded the board why the IT Support Policy was put on the April agenda. At the March Board meeting, it was requested that Cantrell and Foust provide definitions to the amendment. The policy needs to be approved again since Foust added three additional items to the amended portion which are; Group Purchase, Technical Training, and Hardware.

It was moved by Rakowski and seconded by Smith to approve the IT Support Policy as amended. Motion carried by voice vote, all in favor.

Feucht requested that a statement be added to the policy saying it will be reviewed in one year. Colwin questioned who should review it? The overall board thought it should be reviewed with the Director's Council group. The board noted wording should be "The Director's Council group should review and make recommendations annually".

Morris clarified the technical training is for the ILS. MWFLS will provide such training.

NEW BUSINESS

OCLC/SkyRiver Cataloging Database Subscription

- No further information was provided.

ADOPT NEXT MEETING DATE & ADJOURNMENT

Edgar, Morris, and Smith reiterated to the library directors present that the board members are listening to them. Edgar also conveyed if they have concerns they are always welcome to call board members.

Next regular meeting will be Tuesday, June 24, 2014 at 6:00p.m at Mid-Wisconsin Federated Library System, 112 Clinton Street, Horicon, Wisconsin.

It was moved by Smith and seconded by Schmitt to adjourn the meeting at 7:39.

Respectfully Submitted,
Jackie Jacak, Recording Secretary